

Moneris Banking Change Request Form



Please include **all required information** or your request cannot be processed.

Legal Business Name (*required*): _____

Merchant ID (*required*): 295 _____

Previous bank name (*required*): _____

Previous routing # (*required*):

Previous account # (*required*):

One of the following is required:

1. A voided copy of a permanent check (not a starter or handwritten check).
OR
2. If the voided check is not yet available, we will require a letter from your financial institution typed on the bank's letterhead and signed by an officer of the bank. The letter must include: your merchant name, routing number and bank account number and the contact details (including phone number) of the bank representative who signs the letter. The business name and address must match the information in Moneris' records.

Please fill out all necessary fields and fax this form to **877-730-0264**. Be sure to include all required documentation.

Your request will be completed within 1-3 Business days.

Please call our Service Center at **800-471-9511** if you have any questions.

Authorized Requestor of the Merchant Account (*required*): _____

Phone number (*required*):

Date (*required*): / /
M M D D Y Y Y Y

Email Address: _____

† By providing your e-mail address, we will send you a confirmation e-mail once your banking change request has been completed.

SAMPLE CHECK

